



February 10, 2020

Regular City Council Meeting - Monday, February 10, 2020, 5:30 pm, Conference Room 12 and Contois Auditorium, City Hall

 [Click here to view the minutes for this meeting](#)

1. Agenda

1.01 Motion to amend/adopt agenda

Type: Action, Procedural

Recommended Action: motion to amend/adopt agenda as follows: note written materials for agenda item 2.02
Communication: Moran - CEDO (per CEDO Director McGowan); note written material for consent agenda item 4.30
Communication: Jeffrey Herwood, Clerk/Treasurer's Office, Steven Locke, Acting Chief Administrative Officer, re: Vermont
Brewers Association Refund Reconsideration (per Councilor Bushor); note revised version of agenda item 5.02 Resolution:
Council On Aging (Councilors Wright, Bushor)(per Councilor Wright); add Councilor Bushor as a co-sponsor for agenda item
5.03 Resolution: Vermont Lake Monsters (Councilors Wright, Pine, Mason)(per Councilor Bushor)

2. Communications Regarding CityPlace, Moran and District Energy (verbal)

****expected executive sessions** Location: Conference Room 12, start time 5:30 pm**

2.01 Communication: CityPlace Development Agreement Update (verbal) **expected executive session**

Type: Action, Information, Procedural

Recommended Action: go into executive sessioncome out of executive session

2.02 Communication: Moran - CEDO (verbal) **expected executive session**

Type: Action, Information, Presentation, Procedural

Recommended Action: go into executive sessioncome out of executive session

****note written materials for this agenda item per CEDO Director McGown, posted on Monday, February 10, 2020, at 9: 11 am, LO****

 Moran Presentation for City Council 2.10.20
PP.pptx

 CEDO Moran Memo for Council 2.7.20.docx

 Moran Frame BOF CC Checklist
2.7.2020.docx

2.03 Communication: District Energy Burlington Electric Department (verbal) **expected executive session**

Type: Action, Information, Presentation, Procedural

Recommended Action: go into executive sessioncome out of executive session

3. Public Forum: time certain: 7:30 pm

3.01 Verbal Comments

Type: Information, Procedural



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4. Consent Agenda

4.01 Motion to amend/adopt consent agenda taking the following actions as indicated

Type: Action (Consent), Procedural

Recommended Action: motion to amend/adopt consent agenda taking the actions as indicated

4.02 Communication: C/T Office, re: Accountability List

Type: Action (Consent), Communication, Information

Recommended Action: waive the reading, accept the communication and place it on file

 Communication Accountability List 021020 cc
mtg LO.xlsx

4.03 Communication: Jeffrey Herwood, Clerk/Treasurer's Office, Steven Locke, Acting Chief Administrative Officer, re: Vermont Brewers Association Refund Reconsideration

Type: Action (Consent)

Recommended Action: to approve and authorize the Acting Chief Administrative Officer (CAO) to refund the second year of gross receipts Admission taxes paid by the Vermont Brewers Association submitted totaling \$7,171.36 and to authorize the Acting CAO to make the budget amendments necessary to reflect the repayment

note written material for this agenda item per Councilor Bushor, posted on Monday, February 10, 2020, at 9:13 am, LO

 Communication Re Vermont Brewers
Association Refund Reconsideration.pdf

4.04 Communication: Steven A. Locke, Fire Chief, re: Contract for exhaust removal system

Type: Action (Consent)

Recommended Action: to approve and authorize Fire Chief Steven Locke to execute a vehicle exhaust removal system contract with Air Cleaning Systems Incorporated for an amount not to exceed \$178,500 as described in the memo dated January 22, 2020, subject to approval of the City Attorney

 Department Memo of Exhaust Removal
System Contract.docx

 BOF CC Checklist Vehicle Exhaust Removal
System.docx

4.05 Communication: Marie J. Friedman, CPA and Gene Richards, Director of Aviation, re: Request for Approval of budget neutral amendment to the FY2020 Burlington International Airport budget to increase revenue by \$128,650 and increase overall expenditures by \$128,650

Type: Action (Consent)

Recommended Action: to approve a budget neutral amendment to the FY20 Airport budget to increase revenue by \$128,650 and increase overall expenditures by \$128,650

 1.1 - 2.3.20 - AC-BOF-CC Memo Airport
Budget Amendment FY2020_v2.docx

 1.2 - 2.3.20 - BOF CC
Checklist_AirportBudgetAmendment.docx



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4.06 Communication: Burlington International Airport, Gene Richards, Director Aviation, Nicolas Longo, Deputy Director of Aviation and Andrew Laderoute, Marketing Assistant, re: Authorization to sign property lease for Capes & Powers, Inc. at 1252 Airport Drive, Suite 104

Type: Action (Consent)

Recommended Action: to authorize the leasing of certain identified space at the Burlington International Airport to Capes & Powers, Inc., on the terms provided in and substantially in conformance with the attached leases, and to authorize Mayor Weinberger, to execute the leases, subject to final review and approval by the City Attorney's Office

2.1 - 2.3.20 - Capes & Powers Memo -
TPD_Redline - 01.17.2020.docx

2.2 - 2.3.20 - Capes & Powers Lease.pdf

2.3 - 2.3.20 - BOF CC
Checklist_AirportCapesandPowers.docx

4.07 Communication: Burlington International Airport, Gene Richards, Director of Aviation, Nicolas Longo, Deputy Director of Aviation and Andrew Laderoute, Marketing Assistant, re: Authorization to sign property leases for Gizmo Cup, LLC and Pete's RV at 3060 Williston Rd

Type: Action (Consent)

Recommended Action: to authorize the leasing of certain identified space at the Burlington International Airport to Gizmo Cup, LLC and Pete's RV, on the terms provided in and substantially in conformance with the attached leases, and to authorize Mayor Weinberger, to execute the leases, subject to final review and approval by the City Attorney's Office

3.1 - 2.3.20 - 3060 Williston Rd BOF & CC
Memo - TPD.docx

3.2 - 2.3.20 - Pete's RV Lease.pdf

3.3 - 2.3.20 - Gizmo Cup, LLC Lease.pdf

3.4 - 2.3.20 - BOF CC
Checklist_Airport3060Lease.docx

4.08 Communication: Rachel Jolly, Assistant Director, CJC, re: VT Center for Crime Victim Services "Victims of Crime Act" (VOCA) grant (Grant#02160VOCA18-2-40096-8-SJ)

Type: Action (Consent)

Recommended Action: to approve the acceptance of Grant #02160VOCA18-2-40096-8-SJ in the amount of \$54,007.48 for FY20 and to authorize Director McGowan or his designee to sign the grant acceptance and any necessary budget amendments and related documents

Memo re St Joes VOCA grantFY20_Feb
2020.docx

BOF CC Checklist_for VOCA St J_Feb
2020.docx

FFY 18 for SFY 20 Burlington Community
Justice Center St. JosephsAmended Award
(54K).pdf



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4.09 Communication: Laura Wheelock, P.E., Public Works Engineer, re: 2019 VTrans Town Road and Bridge Standards

Type: Action (Consent)

Recommended Action: to adopt Sections 1 through 7 of the 2019 Vermont Agency of Transportation Town Road and Bridge Standard, and authorize Chapin Spencer, Director of Public Works, to execute the certificate on behalf of the City Council

TEUC-CC VTrans Town Road Bridge
Standards 2019 Final 02062020 Council.pdf

BOF CC Checklist_VTrans Town Road and
Bridge Standards.docx

4.10 Communication: Richard Haesler, Assistant City Attorney, re: FY 2019 City of Burlington TIF District Reports to the Vermont Economic Progress Council (VEPC)

Type: Action (Consent), Communication, Information

Recommended Action: waive the reading, accept the communication and place it on file

FY 2019 TIF Reports to VEPC Memo
020620.pdf

FY 2019 Downtown TIF Report to VEPC.pdf

FY 2019 Waterfront TIF Report to VEPC.pdf

4.11 FIO Documents

Type: Action (Consent), Information

Recommended Action: for information only

FIO Documents.pdf

4.12 Resolution: Creation Of Position And Market Factor Of Two Director Positions - Airport (Board of Finance)

Type: Action (Consent), Resolution

Recommended Action: waive the reading and adopt the resolution

HR - BIA - Creation of Position and Market
Factor of Two Director Positions.pdf

QTA.MarketFactor BoF CC memo 01.2020
v2.doc

BoF Packet 02.03.20.pdf

Signed CC Resolution Creation of Position and
Market Factor of Two Director Positions -
Airport.pdf

5. Deliberative Agenda



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5.01 Presentation: Alina Korsak, CPA and Principal, Melanson Heath, re: Review of 2019 Audited Financials

Type: Action, Information, Presentation

Recommended Action: waive the readings, accept the communications and place them on file

 2019__Comprehensive Annual Financial Report.pdf

 2019_Management Letter.pdf

 013120_GF Financial.xlsx

 021020_BOF& CC Checklist.docx

5.02 Resolution: Council On Aging (Councilors Wright, Bushor)

Type: Action, Resolution

Recommended Action: waive the reading and adopt the resolution

note revised version for this agenda item per Councilor Wright, posted on Monday, February 10, 2020, at 5:21 pm, LO

 City Council - Council on Aging (REVISED).pdf

 City Council - Council on Aging.pdf

 Signed CC Resolution Council on Aging (Revised).pdf

5.03 Resolution: Vermont Lake Monsters (Councilors Wright, Pine, Mason)

Type: Action, Resolution

Recommended Action: waive the reading and adopt the resolution

add Councilor Bushor as a co-sponsor for this agenda item per Councilor Bushor

 City Council - Vermont Lake Monsters.pdf

 Signed CC Resolution Vermont Lake Monsters.pdf

6. Committee Reports

6.01 Verbal Reports

Type: Information, Procedural

7. City Council - General Affairs

7.01 Verbal Reports

Type: Information, Procedural



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8. City Council President - Council Updates

8.01 Verbal Reports

Type: Information, Procedural

9. Mayor - General Affairs

9.01 Verbal Reports

Type: Information, Procedural

10. Adjournment

10.01 Motion to adjourn

Type: Action, Procedural

Recommended Action: motion to adjourn

11. Informational and Non-Discrimination Statements

11.01 Members of the public may speak when recognized by the City Council President, during Public Forum (time certain: 7:30 pm) or during a Public Hearing. This agenda is available in alternative formats upon request. Persons with disabilities, who require assistance or special arrangements to participate in programs and activities of the Clerk/Treasurer's Office, are encouraged to contact us at 865-7000 (voice) or 711 (Deaf/Hard of Hearing) at least 72 hours in advance so that proper arrangements can be made. This meeting will air live on the night of the meeting on Burlington Telecom, Channel 317. This meeting will also air on Channel 17 two days after the meeting starting at 8:00 pm, repeating at 1:00 am, 7:00 am and 1:00 pm the following day. For more information on access, call Lori Olberg, Licensing, Voting and Records Coordinator (865-7136)(Deaf/Hard of Hearing 711)

Type: Information

11.02 The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at (802) 540-2505.

Type: Information



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